

GRANADA SANITARY DISTRICT

OF SAN MATEO COUNTY

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MINUTES BOARD OF DIRECTORS REGULAR MEETING February 20, 2003

CALL MEETING TO ORDER: The Regular Meeting of the Board of Directors of the Granada Sanitary District was called to order at 7:45 p.m.

ROLL CALL: Attending Directors were: President Bill Katke, Vice President Leonard Woren, Treasurer Laura Stein, Secretary Fran Pollard and Board Member Shawn McGraw.

Attending staff were: General Manager Chuck Duffy, District Administrator Gina Holmes, Assistant District Administrator Delia Comito, Legal Counsel Jonathan Wittwer, and District Engineer Howard Hoffman.

PLEDGE OF ALLEGIANCE: Board President Bill Katke led all present in the Pledge of Allegiance.

GENERAL PUBLIC PARTICIPATION: None

ACTION AGENDA

1. **Consideration of possible changes to the Assessment District governing documents, and future Assessment District Bond refinancing**

The General Manager introduced Bond Counsel Jerry Laster, who made a presentation to the Board regarding potential changes to the Assessment District governing documents. The Board held general discussion considering each of the proposed changes and their potential impact on the Assessment District. As a result of the discussion, several additional questions and issues were raised. The General Manager and Legal Counsel will research these items and report back to the Board at the next regular meeting.

2. **Consideration of adding parks and recreation powers with possible reorganization into a Community Services District (CSD) with a proposed cost estimate for application to the Local Agency Formation Commission (LAFCo):**

The General Manager briefly summarized his meeting with LAFCo's Executive Officer, Martha Poyatos, and presented an estimate of the costs involved in pursuing a reorganization application through LAFCo. Mr. Duffy also stated that he will provide a monthly status report and accounting of the application process should the Board vote to pursue a reorganization.

Director Stein moved to move forward with the LAFCo application process.

Director Woren seconded. Director Stein then amended her motion for clarification, and moved to direct the General Manager to pursue reorganization

into a community services district. Director Woren approved the motion accepted the amendment. (Stein/Woren) Approved 5-0

3. Presentation by District Engineer Howard Hoffman on the 5-Year Capital Improvement Plan

District Engineer Howard Hoffman presented a review of the current 5-year Capital Improvement Plan to answer questions from the Board regarding the cost, benefits to the district, and priority of these projects. The General Manager reported to the Board that he believes the plan should be completely reviewed and revised based upon a prioritization of the District's current issues and objectives, especially in light of recent work done by S.A.M. concerning wet weather overflows. The Board consensus was that after clearly identifying potential problem areas and issues, the District Engineer should develop reasonable options for each and should prepare a cost/benefit analysis for each option as directed by the General Manager. The District Engineer should also delineate which issues are the District's, and which should be presented to S.A.M. for action. After more general discussion, the Board directed the General Manager to have the District Engineer prepare a new C.I.P. report to the General Manager's satisfaction, based upon the discussion related above.

CONSENT AGENDA

Director Pollard requested that Item #5 be held for discussion. Director Woren requested that Item #7 be held for discussion.

- 4. Approval of special meeting minutes for January 16, 2003.**
- 6. Approval of February 2003 warrants totaling \$163,969.73.**
- 8. Approval of Bond Administration Fund distribution #49 to GSD in the amount of \$11,694.84.**
- 9. Acceptance of District Engineer's recommendation to approve work and Notice of Completion: Capital Improvement Project 2001/2002-2: Cleaning and TV Inspection of Sanitary Sewers.**

Director Stein moved to approve consent items 4, 6, 8, and 9. (Stein/Katke)
Approved 5-0

5. Approval of meeting minutes for January 16, 2002

Director Pollard noted that the correction in item #13 of the December 19, 2002 minutes was not a spelling correction, but was a word replacement.

Director Pollard moved to approve consent item #5. (Pollard/Katke) Approved 5-0

7. Approval of December 2002 Financial Statements:

Director Woren requested that account code *5710 - District Facilities* be removed from the report because it distorts the financial position of the district. The General Manager will research this line item with John Parsons, CPA.

President Katke moved to approve consent item #7. (Katke/Stein) Approved 4-1; Woren opposed

DIRECTORS' COMMENTS AND COMMITTEE REPORTS

- 10. Sewer Authority Mid-Coastside: Directors Woren and McGraw report on meeting held on January 27, 2003:**

Director McGraw reported that the search for a new General Manager for S.A.M. is moving forward. Director Woren also reported that according to S.A.M. staff, a significant sewage overflow was likely avoided due to the use of the recently completed S.A.M. Wet Weather Flow Storage Facility (Walker Tank).

11. Report on other seminars, conferences, or committee meetings

None to report.

INFORMATION CALENDAR

12. General Manager's Report

Nothing further to report.

13. Administrator's Reports: Administrative Activities for January/February 2003

In addition to the report provided in the agenda packet, District Administrator Gina Holmes reported that waste cans will be placed and garbage pick-up service will start next week on Surfer's Beach.

14. Engineer's Report

A report was provided in the agenda packet for this item. Directors Stein and Woren questioned some of the hours charged on the engineering invoice and asked the General Manager to further review it.

15. Attorney's Report:

General Counsel Jonathan Wittwer announced that a decision had been made by the California Supreme Court in the case of Gardner v. County of Sonoma, which was strongly supportive of the authority of local government to plan adequately for the future, including planning for infrastructure such as sanitary sewers. The District had authorized Counsel to participate in this case as *amicus curiae*.

FUTURE AGENDA ITEMS

ADJOURN

At 11:36 p.m., President Katke adjourned the meeting.

SUBMITTED BY:

APPROVED BY:

Chuck Duffy, General Manager

Fran Pollard, Board Secretary

Date Approved: _____